

**Nova Classical Academy
Board of Directors Meeting Minutes
Regular Meeting
June 14, 2010**

Directors Present: Jason Belter, John Bujan, Diane Cossairt, Brandon Foat, Damon Fraser, Simon Fung, Kirsten Hornseth, Dianne Krizan, Becky Lund, Wendy Swanson-Choi

Directors Absent: Tom Corrigan

Advisors Present: Brian Bloomfield, Nancy Baumann, Kate Tetmeyer (PTO representative)

Others in Attendance: Nova parents

I. Call to Order

The meeting was called to order at 6:02 PM. Dianne Krizan led the meeting.

II. Approval of Agenda

Mr. Fraser moved to approve the agenda. Mr. Belter seconded. Mr. Foat arrived at 6:03 pm. The motion passed unanimously.

III. Board Chair Comments

Mrs. Krizan spoke about the end of the school year and recognized two accomplishments; navigating the financial waters and the significant growth of Nova including the addition of the 9th grade. She also recognized Mr. Fung as a founder of Nova and as attending his final board meeting as a board member, though we hope to see him again as an ex-officio member in the future.

IV. Public Comment

There was no public comment.

V. Consent Agenda

A. Meeting minutes for May 17, 2010

B. Accept gift donations

Mr. Fraser moved to approve the consent agenda. Mr. Belter seconded. The motion passed unanimously.

VI. Treasurer/ Finance Update

Mr. Fraser spoke about the 2010 budget and how it is currently better than we expected.

Mrs. Swanson-Choi arrived at 6:08 pm.

VII. Reports received by the Board

a. Administration Report

Mr. Bloomfield congratulated the disputation winners. Ms. Bebee gave an enrollment update.

Mr. Bloomfield thanked several volunteers for the feedback and work on the stage documents. Mrs. Krizan said that the documents add to what we are trying to do at Nova as we look at the content and pedagogy of everything that we do. The board discussed the documents.

Mrs. Cossairt left at 6:39.

b. Board Committees

i. Finance and Budget Report

Mr. Fraser gave an update about staff benefits. The committee also had a discussion about what the board decides versus what the administration decides regarding benefits. He also gave an update on future budget planning.

ii. Development Report

Mrs. Swanson-Choi reviewed the development report, including the exciting news that Nova has raised \$100,000 for our school! Mrs. Swanson-Choi also gave an update about grant writing and a program called Foundation Search, a grant research management tool, that the Development committee can utilize.

iii. Accountability Report

1. 3rd Reading of the revised Application and Enrollment Policy (#301)
2. 1st Reading of the Parental Review Policy
There was discussion.
3. 1st Reading of the revised Policy Policy (#103)

iv. Curriculum Report

1. Review of several curricula
Mr. Belter walked the board through the development of the curriculum maps being presented for approval tonight.

v. Governance Report

c. NPTO Report

The board thanks the NPTO for its work and support this year!

d. Board Chair Report

Mrs. Krizan presented her motions.

VIII. Board Updates/Action Items

a. 2010-11 Salary Scale Cost of Living Adjustment

Mr. Fraser, "Be it resolved that the Board accept the unanimous recommendation from the Finance and Budget committee to adjust the Nova Salary model for 2010-11 with a 1% COLA;

Be it further resolved that the Board authorize the Executive Director to extend offers to faculty according to this new scale." Mr. Foat seconded. There was discussion. Mr. Belter, Mr. Bujan, Mr. Foat, Mr. Fraser, Mr. Fung, Mrs.

Hornseth, Mrs. Krizan, Mrs. Swanson-Choi voted in favor. Ms. Lund abstained. The motion passed.

b. Change Food Service Provider

Mr. Fraser, "Be it resolved that the Board accept the unanimous recommendation from the Finance and Budget committee to authorize Mr. Bloomfield to change food service providers from Caravan Kids Catering to Taher Incorporated for the 2010-11 school year." Mrs. Hornseth seconded. There was discussion. The motion passed unanimously.

c. Adoption of the Application and Enrollment Policy

Ms. Lund, "Be it resolved that the Board of Directors adopt the revised Policy #301 effective as of today, June 14, 2010." Mr. Belter seconded. The motion passed unanimously.

d. Approve Curriculum Maps

Mr. Belter, "Be it resolved that the Board of Directors accept the recommendation from the Curriculum committee to accept the revised grade 9 Rhetoric map, the grade 10 Rhetoric map, the Grade 10 Humanities map, the Chemistry map, and the pre-Calculus map." Mrs. Hornseth seconded. The motion passed unanimously.

e. Create Ad Hoc Committee for Strategic Planning

Mrs. Krizan, "Be it resolved that the Board charge an *ad hoc* committee to facilitate a strategic planning process that will establish a new long-term plan for Nova Classical Academy to be completed during the 2010-11 school year. Be it further resolved that Brian Bloomfield chair the *ad hoc* committee." Ms. Lund seconded. There was discussion. The motion passed unanimously.

f. Accept Slate of Board Officers/ Committee Chairs for 2010/11

Mr. Belter, "Be it resolved the board of directors elects the following individuals to serve as Officers and Committee chairs for the 2010-11 school year effective July 1, 2010:

Board Officers for 2010-11:

Dianne Krizan, Chair

Kirsten Hornseth, Chair Elect

Becky Lund, Secretary

Damon Fraser, Treasurer

Standing Committee Chairs for 2010-11:

Damon Fraser, Budget and Finance

Wendy Swanson-Choi, Development

John Bujan, Governance

Kirsten Hornseth and Becky Lund, Curriculum." Mr. Fraser seconded. The motion passed unanimously.

g. Data Retention for Board Communications

Mr. Bujan, "Be it resolved that the Governance committee be charged with investigating data retention practices for Board email/communications and recommend a procedure to the Board no later than the November 2010 regular board meeting." Ms. Lund seconded. The motion passed unanimously.

h. Membership in Foundation Search

Mrs. Swanson-Choi, “Be it resolved that the board authorize the administration to spend \$6,995 to purchase a 5-year membership in Foundation Search, a grant research program.

Be it further resolved that a report is given to the board at the October meeting to demonstrate the effectiveness of this program.” Mrs. Hornseth seconded. There was discussion. The motion passed unanimously.

IX. Public Comment

There was public comment.

Mr. Fung spoke.

X. Next Meeting Date/Agenda Items

Regular board meeting, July 19, 6:30 PM, at the UPPER SCHOOL.

XI. Adjournment

Mr. Fraser moved to adjourn. Mr. Belter seconded. The motion passed unanimously. The meeting adjourned at 8:13 PM.

Minutes submitted by Becky Lund.